VILLAGE GREEN
LOMA VISTA

FOOD TRUCK VENDOR

Permit Application

This form is for food trucks who wish to reserve a parking spot at the Village Green Space located in the Loma Vista community.

VENDOR INFORMATION		
Business Name		Contact Name
Business Address		Contact Phone
City	State, Zip	Email
City of Clovis Business License Number		Type of Service

SUBMITTAL REQUIREMENTS

The Food Truck Vendor (FTV) acknowledges this application and documents listed below are mandatory and must be submitted at least 14 business days prior to the approval of the FTV Permit. Your application will not be considered without all required documents. For assistance, please contact Sarah Payne at sarahp@clovisca.gov.

PERMIT FEES: Food Truck Vendor spaces are $124 for a full day reservation from 8am to 10pm. The vendor may use the space at any time during their reservation time for the day.

FEES CHARGED ARE NON-REFUNDABLE.

DOCUMENTS: Please attach copies of the following with your submission:

☐ City of Clovis Business License

☐ Fresno County Mobile Food Vendor Permit

☐ Certificate of Insurance

ACKNOWLEDGMENT

Anyone wishing to reserve a City Food Truck Parking Space must contact the City of Clovis Public Utilities Department. A Food Truck Vendor Application must be completed, and all required documentation must be provided before a permit reserving a food truck parking space will be issued. **FEES CHARGED ARE NON-REFUNDABLE.**

Vendors must comply with all applicable City Municipal Codes, including Chapter 5.33 VENDING ON PUBLIC PROPERTY, CMC 10.2 (Use of City Park and Other City Public Facilities), and CMC 10.3 (Prohibited Acts in City Parks). The full code can be found here: https://www.codepublishing.com/CA/Clovis

Vendors must comply with all applicable State Laws, including SB 1383. Information on SB 1383 and how it applies to food vendors can be found here: cityofclovis.com/sb1383.

Vendors must provide a visible trash receptacle for use by customers. The vendor shall regularly pick up, remove, and dispose of all trash or refuse from their operation that remains within two hundred feet (200') of the vendor's position. Regularly means not less than every one hour. For vendors that operate less than one hour at a location, the vendor shall pick up, remove, and dispose of all trash or refuse prior to leaving the location. Trash must be taken with the FTV.

The FTV understands that the park is open for public access and that care must be taken to assure the public's safety at all times.

The FTV acknowledges that the City does not provide water for their use.

The FTV acknowledges that they are required to use the electrical panel provided at their designated parking space and **use of a generator will not be permitted.**

POLICIES AND PROCEDURES

1. The City of Clovis may refuse to reserve or cancel any application for due cause. Written notice of refusal or cancellation with appropriate explanation will be given by the department not less than seven days prior to the event.
2. Vendors shall indemnify, defend, and hold harmless the City, its officers, employees, agents and volunteers ("City indemnitees") from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims") arising out of the actions under this agreement or out of the operations conducted by vendors of the food truck, except for such loss or damage arising from the sole negligence or willful misconduct of the City. In the event the City indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from vendor's performance of this agreement, the vendor shall provide a defense to the City indemnitees, or at the City's option, reimburse the City indemnitees their costs of defense, including reasonable legal counsels' fees, incurred in defense of such claims.
3. Vendors shall maintain, at their sole cost and expense, general liability insurance in the amount of not less than $1,000,000.00 per occurrence/$2,000,000 aggregate, covering liability associated with operation of the food truck. Vendors shall also maintain, at their sole cost and expense, automobile insurance in the amount of not less than $1,000,000.00 commercial auto liability coverage. The City of Clovis, its officers, officials, employees, and volunteers shall be listed as additional insured with respect to general and automobile liability. Waiver of subrogation applies to general and automobile liability insurance. City of Clovis shall be listed as Certificate Holder. The insurance shall be in full force and effect at any time the vendor is operating in the City. Prior to operations, the vendor shall deliver or have on file with the City a certificate of insurance which includes all required coverages and endorsements, and names the City of Clovis as additionally insured and as the certificate holder. The City's Risk Manager shall verify coverages. (§ 1, Ord. 19-16, eff. January 1, 2020)

DAY OF USE REQUIREMENTS

1. FTV operators are required to use the electrical panel provided at their designated parking space and the use of a generator will not be permitted.
2. FTV operators are required to place their reservation permit in a visible location at all times while operating at the facility.
3. Vendors must provide a visible trash receptacle for use by customers. The vendor shall regularly pick up, remove, and dispose of all trash or refuse from their operation that remains within two hundred feet (200') of the vendor's position. Regularly means not less than every one hour. For vendors that operate less than one hour at a location, the vendor shall pick up, remove, and dispose of all trash or refuse prior to leaving the location. Trash must be taken with the FTV.

WAIVER

I have read and understand the above and agree to the above in all particulars. By signing this agreement, you - as the responsible individual for your event - agree to abide by all laws, Municipal Codes, City Policies, and Use Conditions.

SIGNATURE OF APPLICANT: **DATE SIGNED:**

_____ _____

FOR OFFICE USE ONLY		
DOCUMENTS SUBMITTED FOR REVIEW	**DATE RECEIVED**	**EXPIRATION DATE**
1. Food Truck Vendor Permit Application (this form)		
2. City of Clovis Business License		
3. Fresno County Mobile Food Vendor Permit		
4. Certificate of Liability Insurance		

Approved by: _____ **Date:** _____ **Permit #** _____